



**City of Milwaukie  
Employment Opportunity**

**On-Call  
Library Aide I**

**Apply by: August 12, 2011, 4:00 p.m.**

Status / Hours: **On-call, variable hours (evenings and weekends included)**

Work location: **Ledding Library, 10660 SE 21<sup>st</sup> Street, Milwaukie, OR**

Department: **Library**

Salary: **\$14.26 to \$18.20 Hourly – Non Exempt**

Benefits: **This position is not eligible for benefits**

The City of Milwaukie is seeking candidates to add to our on-call pool in the Library. These positions will work at the circulation desk and in the children's library and require light physical exertion.

**Qualifications:** At least two years relative library/customer service experience. All combinations of education and experience will be considered.

**Selection Process:** A screening of all applications will be completed to determine the candidates being invited to an interview. Preference will be given to the applicants who have direct and relevant work experience in a City government position. Offers of employment are contingent upon successful completion of a pre-employment background screening, which may include a background check, drug screen and physical exam.

**Application Process:** All candidates must complete a City of Milwaukie employment application. Resumes may be included but are not accepted in lieu of an application. Application materials are available for download at [www.cityofmilwaukie.org](http://www.cityofmilwaukie.org). Please mail your signed application materials to City of Milwaukie, Human Resources, 10722 SE Main Street, Milwaukie, OR 97222.

Immigration law notice: Only US citizens and aliens authorized to work in the United States will be hired. All new employees will be required to complete and sign an employment eligibility form and present documentation verifying identity and employment eligibility.

Equal employment opportunity: All qualified persons will be considered for employment without regard for race, color, religion, sex, national origin, age, marital status, familial status, gender identity, sexual orientation, disability for which a reasonable accommodation can be made or any other status protected by law.

Veteran's preference: Under Oregon Law, qualified veterans may be eligible for veteran's preference in application for City of Milwaukie positions. If you are a veteran, or disabled veteran, and would like to be considered for a veteran's preference for the job for which you are applying, check the appropriate box on the application form. To qualify for veteran's preference, veterans must provide appropriate documentation along with their application materials before the application deadline date listed on the job announcement.

Minorities, women, and qualified individuals with disabilities are urged to apply. If you wish to identify yourself as an individual under the Americans with Disabilities Act of 1990 and will be requesting accommodation or assistance with any part of the application process, please notify Human Resources.

***Equal Opportunity/Affirmative Action Employer  
Women and Minorities are Encouraged to Apply***